



December 11, 2013

Item No. 9

**REQUEST FOR AUTHORIZATION TO EXECUTE AN AMENDMENT TO THE OFFICE SPACE LEASE BY
AND BETWEEN A SAFE HAVEN FOUNDATION AND CHICAGO HOUSING AUTHORITY AND
TO EXERCISE THE SECOND AND FINAL YEAR EXTENSION OPTION**

To the Honorable Board of Commissioners:

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the Chief Executive Officer or his designee to execute an Amendment to the Office Space Lease by and between A Safe Haven Foundation (formerly known as "Chicago Christian Industrial League") and Chicago Housing Authority ("CHA") and to exercise the second and final year extension option.

The Chief Housing Officer, the Office of the General Counsel and the Department of Procurement and Contracts have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

CORPORATE GOAL

The purpose of exercising the option to extend the term of the Office Space Lease occupied by the Housing Choice Voucher West Regional Office is to expand services to more residents. This office provides participants and landlords full access to services targeted to their needs such as, but not limited to, Community Forums, Landlord Workshops, Tenant Briefings, Family Self-Sufficiency Workshops, Family Obligations Training, and Inspection Requests.

FUNDING

General Fund, FY2014 & FY2015, Funding Code: 8000393520-4190-30

LEASE AGREEMENT SUMMARY

Vendor: A Safe Haven Foundation
2750 West Roosevelt Road
Chicago, Illinois, 60608

Contract Type: Office Space Lease	Base Lease Agreement Period: 3 years
Base Lease Term: 3/1/10 to 2/28/13	Base Lease Agreement Amount: \$512,990.49
Option Period: 2 one-year options	
1st Option Term: 3/1/13 to 2/28/14	1st Option Period and Fee Amount: \$181,758.00
2nd Option Term: 3/1/14 to 2/28/15	2nd Option Period and Fee Amount: \$187,398.00
Remaining Option Period: None	Aggregate Lease Agreement Amount: \$882,146.49

GENERAL BACKGROUND /EXPLANATION

CHA entered into an initial Office Space Lease dated February 5, 2010 with Chicago Christian Industrial League for approximately 7,544 square feet of space in an office building located at 2750 W. Roosevelt. The Lease commenced on March 1, 2010 for an initial term of three (3) years, with an option to extend the term for two (2) additional one-year periods. On July 23, 2010, CHA received a letter stating that A Safe Haven Foundation assumed ownership of Chicago Christian Industrial League as of March 24th, 2010 and of the building located at 2750 W. Roosevelt. On November 20, 2012, the Board of Commissioners of the CHA, reviewed and approved the Board Letter dated November 14, 2012, entitled, "Authorization to amend the Lease Agreement with A Safe Haven Foundation to exercise the first year extension option".

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal procurement laws.

The Chief Housing Officer concurs with the recommendation to exercise the second year extension option of the Office Space Lease by and between A Safe Haven Foundation and Chicago Housing Authority.

The CEO/President recommends the approval to execute an Amendment to the Office Space Lease by and between A Safe Haven and Chicago Housing Authority for the purpose of exercising the second year extension option, with a Gross Rent amount of \$186,798 and \$600 for any fees assessed for additional services as provided for in the lease such as, but not limited to, room set-up fees, light installation and materials, for a total amount not-to-exceed \$187,398.

RESOLUTION NO. 2013-CHA-121

WHEREAS, the Board of Commissioners has reviewed the Board Letter December 11, 2013 requesting authorization to execute an Amendment to the Office Space Lease by and between A Safe Haven Foundation and Chicago Housing Authority and to exercise the second and final year extension option

THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY

THAT the Board of Commissioners authorizes the Chief Executive Officer or his designees to execute an Amendment to the Office Space Lease by and between A Safe Haven and Chicago Housing Authority and to exercise the second year extension option. The Total Gross Rent amount for this extension option is in an amount not-to-exceed \$186,798 and \$600 for any fees assessed for additional services as provided for in the Lease such as, but not limited to, room set-up fees, light installation and materials, for a total amount not-to-exceed \$187,398.



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